# United States District Court Southern District of New York Office of the Clerk U.S. Courthouse

U.S. Courthous 500 Pearl Street, New York, N	:	•				
	:					
Da	te:					
In Re:	in Re:					
	: :	<i>i-</i>				
Case #:		(	)			
Dear Litigant,	:					
Enclosed is a copy of the judgment entered in your	case.					
Your attention is directed to Rule 4(a)(1) of the Feder that if you wish to appeal the judgment in your case, you me date of entry of the judgment (60 days if the United States of party).	ust file a notice	of appeal w	ithin 30 day	/s of the		
If you wish to appeal the judgment but for any reas within the required time, you may make a motion for an exte of Fed. R. App. P. 4(a)(5). That rule requires you to show failure to file your notice of appeal within the time allowed. other parties and then filed with the Pro Se Office no later that (90 days if the United States or an officer or agency of the U	ension of time in excusable ne Any such motion of the following the motion of the following the motion of the following the foll	n accordance glect" or "go on must first the date of er	with the produce "to be served to	rovision for your ipon the		
The enclosed Forms 1, 2 and 3 cover some common them if appropriate to your circumstances.	n situations, an	d you may c		e one of		
			\$450.00	1.1		
The Filing fee for a notice of appeal is \$5.00 and the "Clerk of the Court, USDC, SDNY" by certified check, accepted.	e appeliate doc money order o	keting fee is r cash. <u>No p</u>	<del>ersonal ch</del>	yable to ecks are		

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APPEAL FORMS

Revised: March 4, 2003

, Deputy Clerk

J. Michael McMahon, Clerk of Court

## **United States District Court** Southern District of New York

Office of the Clerk U.S. Courthouse

500 Pearl Street, New York, N.Y. 10007-1213

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	NOTICE OF APPEAL
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Notice is hereby given that	(party)
hereby appeals to the United States Court of Appeals i	
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and the second second	
entered in this action on the day of _	(month) (year)
(day)	(month) (year)
	:
	•
	(Signature)
	<b>:</b>
	(Address)
	•
	(City, State and Zip Code)
Make:	( )
Date:	(Telephone Number)
	(
	:
	and the second of the second of the colors of the colors of the
Note: You may use this form to take an appeal provi	ded that it is received by the office of the Clerk of the
District Court within 30 days of the date on which the	judgment was entered (60 days if the United States or
an officer or agency of the United States is a party).	
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FORM I	
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APPEAL FORMS

Docket Support Unit

#### United States District Court Southern District of New York

Office of the Clerk U.S. Courthouse

500 Pearl Street, New York, N.Y. 10007-1213

V	•			
-V-	X    MOTION FOR EXTENSION OF TIME   TO FILE A NOTICE OF APPEAL			
 	civ. ( )			
Pursuant to Fed. R. App. P. 4(a)(5),	(party) respectfu			
requests leave to file the within notice of appeal out of	time(party)			
desires to appeal the judgment in this action entered on	but failed to fi			
notice of appeal within the required number of days bec	ause:			
[Explain here the "excusable neglect" or "good cause" which required number of days.]				
	(Signature)			
	(Address)			
	(City, State and Zip Code)			
Date:	( )(Telephone Number)			

Note: You may use this form, together with a copy of Form 1, if you are seeking to appeal a judgment and did not file a copy of Form 1 within the required time. If you follow this procedure, these forms must be received in the office of the Clerk of the District Court no later than 60 days of the date which the judgment was entered (90 days if the United States or an officer or agency of the United States is a party).

FORM 2

APPEAL FORMS

Docket Support Unit

## United States District Court Southern District of New York

Office of the Clerk U.S. Courthouse

500 Pearl Street, New York, N.Y. 10007-1213

X				
-V-	MO	A	OF APPEAL ND EXTENSION	
, i	: :		, ,	
		civ.	( )	
X				
1. Notice is hereby given that			1	nereby appeals to
the United States Court of Appeals for the Second (	(party Circuit from		nt entered on	
[Give a descripti	ion of the j	ndgment]		<del></del>
	:			
	:			
2. In the event that this form was not received	in the Cle	rk's office wi	ithin the requi	red time
respectfi	ully reques	ts the court to	grant an exte	nsion of time in
(party) accordance with Fed. R. App. P. 4(a)(5).				
accordance with rod. K. App. 1. 4(4)(5).				
a. In support of this request,		(party)		states that
this Court's judgment was received on	atc)		hat this form v	was mailed to the
court on	arc)			
(date)				
	<del></del>	(5	Signature)	
	<del></del>	(4	Address)	
		(City, State	and Zip Code)	
Date:	(	)	 ohone Number)	
		(1¢icţ	onone Number)	
Note: You may use this form if you are mailing you bistrict Court will receive it within the 30 days of the United States or an officer or agency of the United States or agency of the United States or an officer or agency of the United States or	the date of	which the ju	nd are not sure idgment was e	e the Clerk of the intered (60 days if
	:			
FORM 3	:			
APPEAL FORMS	:			

Docket Support Unit

Revised: March 4, 2003

Docket Support Unit

Revised: March 4, 2003

### United States District Court Southern District of New York

Office of the Clerk U.S. Courthouse 500 Pearl Street, New York, N.Y. 10007-1213

	X
	AFFIRMATION OF SERVICE
<b>-V</b> -	
T.	declare under penalty of perjury that I have
upon	
whose address is:	:
Date:New York, New York	
	(Signature)
	(Address)
	(City, State and Zip Code)
FORM 4	